

Canc frp: Mar 02

COMOMAGNOTE 1550
01T
25 JAN 02

COMOMAG NOTICE 1550

Subj: PROFESSIONAL AND COLLATERAL DUTY TRAINING

Ref: (a) COMOMAGINST 4000.1 (Series)
(b) COMOMAGINST 4650.1A

Encl: (1) Approved Course Listing for TAD (Priority One)
(2) Approved Course Listing for TAD (Priority Two)
(3) Approved Course Listing for TAD (Priority Three)
(4) Notes for Approved Course Listing for TAD

1. Purpose. To provide information and guidance concerning required training for courses required to train personnel for assigned professional and collateral duties. Reference (a) provides guidance on budgeting procedures, and reference (b) provides guidance on processing Temporary Additional Duty (TAD) requests.

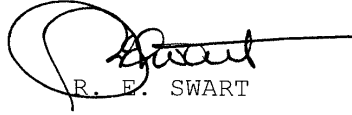
2. Action

a. MOMAG activities will use enclosures (1) through (4) of this notice as the primary source document for TAD funding for training purposes, both budgeted and unplanned. TAD funding requests for training will include the requested training and the PRD of the person requiring training.

b. If a requested course is not listed in enclosures (1) through (3), or a requested course is equivalent to a listed course, provide justification in the funding request. COMOMAG, Code 01T, will update enclosures (1) through (4) if this training becomes a re-occurring requirement.

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3. Cancellation Contingency. This notice remains in effect until superseded by revision or otherwise canceled.



R. E. SWART

Distribution: (COMOMAGINST 5216.1S)
Lists I & II (Case A)

**APPROVED COURSE LISTING FOR TAD
(PRIORITY ONE)**

PRI	COURSE #	TITLE	DAYS	REQUIRED PERSONNEL	INFO SOURCE	REFERENCE	NOTES
1	A-493-0072	Navy Respiratory Protection Program Management	5	1	NAVOSH	OPNAVINST 5100.23F	1
1	A-4J-0082	Respiratory Protection Officer	2	1	NAVOSH	OPNAVINST 5100.19E	1
1	A-493-0031	Intro to Hazardous Materials Ashore	5	1	NAVOSH	OPNAVINST 4110.2	2
1	A-822-0012	Transportation and Storage of Hazardous Material	12	2	CANTRAC	OPNAVINST 4110.2	10
1	A-493-0050	Intro to Navy Occupational Safety and Health (Ashore)	5	1	NAVOSH	OPNAVINST 5100.23E	3
1	AMMO-18	Basics of Naval Explosives Hazard Control (Formerly AMMO-C-21)	5	E-5 & below	USADACS	OP-5	4
1	AMMO-33	Explosives Safety and Environmental Risk Management (Formerly AMMO-L-24)	2	CO/XO	USADACS	OP-5	5
1	AMMO-49	Explosive Safety for Officers/ Managers/Supervisors (Formerly AMMO-C-25)	5	1 (E-6 & above)	USADACS	OP-5	6
1	AMMO-51	Naval Motor Vehicle and Railcar Inspection School (Formerly AMMO-L-51) Regard every two years	5	1	USADACS	OP-5	

Encl (1)

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**APPROVED COURSE LISTING FOR TAD
(PRIORITY ONE)**

PRI	COURSE #	TITLE	DAYS	REQUIRED PERSONNEL	INFO SOURCE	REFERENCE	NOTES
1	AMMO-29	Electrical Explosives Safety for Navy Facilities (Formerly AMMO-C-27)	3 1/2	(Safety Inspectors)	USADACS	OP-5	6
1	N/A	Explosive Forklift Operator	5	1	TCES	NAVSEA SWO23-AH-WHM-010	6
1	N/A	Explosive Forklift Operator (Recertification)	4 Hrs	1	TCES	NAVSEA SWO23-AH-WHM-010	6
1	N/A	Explosives Hazardous Maintenance Driver	2	1	TCES	OP 2239	6
1	N/A	Command Fitness Leader (CFL) Certification Course	5	1		OPNAVINST 6110.1 NAVADMIN 063/00	11
1	P-501-0060	Drug and Alcohol Program Advisor (DAPA)	5	1	CANTRAC	OPNAVINST 5350.4C	5
1	TSN-QUAL-237	Blocking and Bracing	1	As Required			
1	P-500-0020	PO1 Leadership Course	12	All E-6	CANTRAC	OPNAVINST 5351.2	

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APPROVED COURSE LISTING FOR TAD
(PRIORITY ONE)

PRI	COURSE #	TITLE	DAYS	REQUIRED PERSONNEL	INFO SOURCE	REFERENCE	NOTES
1	P-500-0025	PO2 Leadership Course	12	All E-5	CANTRAC	OPNAVINST 5351.2	
1	P-500-0021	CPO Leadership Course	12	All E-7	CANTRAC	OPNAVINST 5351.2	
1	S-3C-0001	Naval Security Manager	5	CO or XO	CANTRAC	OPNAVINST 5510.1	
1	N/A	AIS Security Officer	1	1		COMOMAGINST 5230.1	8
1	N/A	Windows NT Administrator	1	1	Commercial	COMOMAGINST 15230.1	
1	N/A	Command Financial Specialist	5	1	Family Service Center	OPNAVINST 1740.5	13

**APPROVED COURSE LISTING FOR TAD
(PRIORITY TWO)**

PRI	COURSE #	TITLE	DAYS	REQUIRED PERSONNEL	INFO SOURCE	REFERENCE	NOTES
2	N/A	Casualty Assistance Calls Officer Training	1	CO/XO/CMC/ N1	Local CACO	OPNAVINST 1770.1	
2	J-041-0103	Ammunition Administration	5	ROLMS PO	CANTRAC	CINCLANTINST 8010.12	7
2	J-041-2104	ROLMS Training	5	E-5 - E-9	CANTRAC		
2	S-5F-0011	Military Justice	5	CO	CANTRAC		
2	A-26-2758	MIW Core	14	(P)XO & (P)CO	CANTRAC	041430Z APR 00 MWTC	
2	A-26-2760	MCM Planning	14	(P)XO & (P)CO	CANTRAC	041430Z APR 00 MWTC	14
2	A-26-2765	MIW Staff Officer	14	(P)XO & (P)CO	CANTRAC	041430Z APR 00 MWTC	14
2	P-1B-0004	Command Leadership Course (CLC)	12	CO	CANTRAC	CINCLANTFLTNOTE 4800	
2	P-1B-0005	Advanced Officer Leadership Training Course Executive Officer	12	XO	CANTRAC		
2	P-1B-0006	Advanced Officer Leadership Training Course Senior Dept Head	12	As Req'd	CANTRAC		
2	P-1B-0023	Intermediate Officer Leadership	12	As Req'd	CANTRAC		
2	P-1B-00039	Basic Officer Leadership	12	As Req'd	CANTRAC		

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**APPROVED COURSE LISTING FOR TAD
(PRIORITY THREE)**

PRI	COURSE #	TITLE	DAYS	REQUIRED PERSONNEL	INFO SOURCE	REFERENCE	NOTES
3	P-050-0002	Command Assessment Team Indoctrination	2	As Req'd	CANTRAC	OPNAVINST 5354.1	
3	S-501-0037	Alcohol and Drug Abuse Managers/Supervisors (ADAMS)	1	E-7 & above	CANTRAC	OPNAVINST 5350.4C	9
3	N/A	Personal Responsibility Values Education & Training (PREVENT 2000)	5	E-4 & below	Local CAAC	NAVADMIN 149/96	
3	N/A	Alcohol - Impact (IMPACT)	3	As Req'd	Local CAAC	NAVADMIN 149/96	
3	N/A	Ombudsman Basic Training	3	1	Local NFSC	OPNAVINST 1750.1	
3	P-050-001	Command Training Team Indoctrination	3	As Req'd	CANTRAC	OPNAVINST 5354.1	

NOTES:

1. One Respirator Protection Program Manager (RPPM) required per command; larger commands may desire an alternate/assistant. RPPMs and alternates must complete either B-322-2322 or S-493-0003 and the recertification course annually. The RPPM will then facilitate fundamental training and perform respirator fit tests.
2. This course does not award SNEC 9595, nor is the SNEC required. Member must be designated in writing as HMC&M Petty Officer.
3. Member must be designated in writing as the Occupational Safety and Health Manager/Safety Officer.
4. Non-Resident Training Course (NRTC), "Ammunition and Explosives Safety Ashore," NAVEDTRA 13072 is course equivalent. Additionally, there is a computer based training course available, see OP 5, Appendix D.
5. Video courses provided by COMOMAG for Units 5, 8, 10, and 12. This course is mandatory attendance at the schoolhouse for Units 1, 3, 11, 14, and 15.
6. See OP 5, Appendix D, a person that satisfies the requirements of "Local Instructor" can attend the school, then teach the course at the local command.
7. Required for ROLMS Operator only. Also available via VTT course number K-041-0103.
8. AIS courses are also exportable. At a minimum the course should include: DOD policies, risk assessment and accreditation. Quotas and information call: East Coast Units: 904-779-6219, West Coast Units: 619-474-0735, and Hawaii 808-474-0735.
9. Required for E-5 and above only once a career.
10. Equivalent course AMMO-L-17, Technical Transportation of Hazardous Material, is exportable and taught locally
11. Until commands secure a fully qualified CFL, Command Physical Readiness Programs shall be conducted by personnel who have successfully completed current Command Fitness Coordinator or Navy Fitness Instructor courses and interim CFL via VTT.

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12. For ET sites only.

13. Regular and reserve commands having twenty-five (25) or more active duty enlisted personnel shall have a trained Command Financial Specialist (CFC) to coordinate the program. Commands having less than twenty-five (25) active duty enlisted personnel are encouraged to have a trained CFC.